

#### FEDERAL ELECTION COMMISSION

WASHINGTON, D.C. 20463

#### **MEMORANDUM**

June 9, 2000

TO:

LAWRENCE M. NOBLE

**GENERAL COUNSEL** 

THROUGH:

JAMES A. PEHRKON

STAFF DIRECTOR

FROM:

JOHN D. GIBSON

ASSISTANT STAFF DIRECTOR REPORTS ANALYSIS DIVISION

SUBJECT:

REFERRAL OF ARAB AMERICAN LEADERSHIP POLITICAL

**ACTION COMMITTEE** 

This is a referral of Arab American Leadership Political Action Committee ("the Committee") for failure to file the 1999 Mid Year Report within thirty calendar days from the date of the Non-Filer Notice. According to the 1999-2000 RAD Review and Referral Procedures for Unauthorized Committees further examination is required by your office.

This Committee was previously referred to your office on January 19, 2000 for failure to timely file its 1998 July Quarterly and Year End Reports (see RAD Referral 00NF-1).

This Committee was also referred on September 30, 1999 for a possible 2 U.S.C. §438(b) audit covering the 1997-1998 election cycle. On October 19, 1999, the Commission voted not to audit the Committee (see RAD Referral A99-77).

If you have any questions regarding this matter, please contact Angel L. Williamson at 694-1130.

Attachment

#### REPORTS ANALYSIS REFERRAL

TO

#### OFFICE OF GENERAL COUNSEL

DATE: June 9, 2000

ANALYST: Angel L. Williamson

I. COMMITTEE:

Arab American Leadership Political Action Committee

(C00194225)

James Joseph Zogby, Treasurer 918 16<sup>th</sup> Street, NW, Suite 501 Washington, DC 20006°

II. RELEVANT STATUTE: 2 U.S.C. §434(a)(4)(A)(iv)

2 U.S.C. §434(a)(4)(A)(iv) 11 CFR §104.5(c)(2)(i)(A)

#### III. BACKGROUND:

Failure to Timely File the 1999 Mid-Year Report

The Arab American Leadership Political Action Committee ("the Committee") failed to timely file the 1999 Mid-Year Report of Receipts and Disbursements covering the period from January 1, 1999 to June 30, 1999. On December 30, 1998 and June 25, 1999, Prior Notices were sent to the Committee informing it that the 1999 Mid-Year Report was due on July 31, 1999 (Attachment 2). A Non-Filer Notice was sent to the Committee via mailgram on August 25, 1999 (Attachment 3).

The Reports Analysis Division ("RAD") analyst called Ethel Ellis, bookkeeper of the Committee, on September 22, 1999. The RAD analyst informed Ms. Ellis that the Commission had not received the Committee's 1999 Mid-Year Report and the matter may be referred to the Office of General Counsel. Ms. Ellis stated that she was amending all of the Committee's reports and will file the missing report once she completes the amendments. The RAD analyst advised Ms.

<sup>\*</sup>All of the reports and amendments received on November 18, 1999 reflect an address of 1600 K Street, NW, Suite 501, Washington, DC, 20006; however, no official request for an address change has been received.

# ARAB AMERICAN LEADERSHIP POLITICAL ACTION COMMITTEE REPORTS ANALYSIS OGC REFERRAL PAGE 2

Ellis to file the missing report as soon as possible and to amend at a later date, if necessary. Ms. Ellis said she would submit the missing report on Thursday, September 23, 1999 (Attachment 4).

The RAD analyst called Ms. Ellis a second time on November 3, 1999 and informed her that the Commission had still not received the Committee's 1999 Mid-Year Report and the matter may be referred to the Office of General Counsel. Ms. Ellis stated that she was busy with other work responsibilities but would personally deliver the missing and amended reports on Monday, November 8, 1999 (Attachment 5).

The RAD analyst called Ms. Ellis a third time on November 10, 1999 regarding the failure to file the 1999 Mid-Year Report. Ms. Ellis stated that she wanted to meet with the RAD analyst because she had questions relevant to the completion of the Committee's reports. Ms. Ellis and the RAD analyst agreed to meet on Monday, November 15, 1999 at 10:30am (Attachment 6).

The RAD analyst met with Ms. Ellis on November 15, 1999. Ms. Ellis and the RAD analyst discussed the Committee's filings. At the end of the meeting, Ms. Ellis stated that she would file the 1999 Mid-Year Report and amended 1998 reports on Thursday, November 18, 1999 (Attachment 7).

The Committee filed a report on November 18, 1999 covering the 1999 Mid-Year reporting period (Attachment 8).

FEDERAL ELECTION COMMISSION
1999-2000
E INDEX OF DISCLOSURE DOCUMENTS - (C)

Attachment #1

COMMITTEE DOCUMENT		RECEIPTS		DISBURSEMENTS	COVERAGE DATES Type	8 OF IMAGE PAGES LOCATION OF FILER
ARAB AMERICAN LEADERSHIP POLITIC	AL ACTION COMMIT	TEE			ID #C00194225 NON-	PARTY QUALIFIED
ONNECTED ORGANIZATION: N/A 1999 MID-YEAR REPORT		165		6.356	1JAN99 -30JUN99	5 99FEC/491/2696 -
NOTICE OF FAILURE TO FIL	.E	,,,,		0,000	1JAN99 -30JUN99	2 99FEC/479/3436 -
YEAR-END		7,460		7,919	1JUL99 -31DEC99	6 20FEC/504/2659
2000 APRIL QUARTERLY		11,800		5,000	1JAN00 -31MAR00	7 20FEC/544/1728
APRIL QUARTERLY	- AMENDMENT	11,800		5,000	1JANOO -31MAROO	7 20FEC/549/3744
TOTAL		19,425	0	19,275	0 .	27 TOTAL PAGES .

No reports covering the 1999-2000 election cycle have been reviewed

Cash on hand as of 3/31/00: \$19,238.25

Debts owed to committee: \$0.00

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Debts owed by the committee: \$610.44

# YEAR-END PEPORT NOTICE

Attachment #2 Page #1 of 4

#### FEDERAL ELECTION COMMISSION

#### PARTIES AND PACS

December 30, 1998

#### WHO MUST FILE

Party Committees and PACs (Nonconnected Committees and Separate Segregated Funds) must file a Year-End Report.

#### **QUARTERLY AND MONTHLY FILERS**

		REG./CERT.	
		MAILING	FILING
REPORT	REPORTING PERIOD*	DATE**	DATE
Year-End	11/24/98 - 12/31/98	01/31/99	01/31/99

#### LABEL

Committees should affix the peel-off label from the envelope to line 1 of the report. Corrections should be made on the label.

#### CHANGE IN FILING FREQUENCY

Committees wishing to change their reporting schedule (for example, from monthly to quarterly) must notify the Commission in writing when they file their next report due under their current reporting schedule. Committees may change their filing frequencies no more than once per calendar year.

#### **ELECTRONIC FILING**

Political committees have the option of filing electronically. If you are interested in this option, review the enclosed handout entitled "Electronic Filing of Disclosure Reports," and call the Data Division at (800) 424-9530 or (202) 694-1250.

#### **COMPLIANCE**

Treasurers of political committees are responsible for filing all reports on time. Failure to do so is subject to enforcement action. Committees filing illegible reports or using non-FEC forms (except for FEC approved computer generated forms) will be required to refile.

<sup>\*</sup>These dates indicate the beginning and the end of the reporting period. A reporting period always begins the day after the closing date of the last report filed. If the committee is new and has not previously filed a report, the first report must cover all activity that occurred before the committee registered.

<sup>\*\*</sup> Reports sent by registered or certified mail must be postmarked by the mailing date; otherwise, they must be received by the filing date.

Attachment # 2 Page # 2 of 4

#### I. SEMIANNUAL FILERS

		REG./CERT.		
	MAILING		FILING	
REPORT	REPORTING PERIOD*	DATE**	DATE	
Mid-Year	01/01/99 - 06/30/99	07/31/99	07/31/99	
Year-End	07/01/99 - 12/31/99	01/31/00	01/31/00	

#### II. MONTHLY FILERS

		REG./CERT.	
		MAILING	FILING
REPORT	REPORTING PERIOD*	DATE**	DATE
February	01/01/99 - 01/31/99	02/20/99	02/20/99
March	02/01/99 - 02/28/99	03/20/99	03/20/99
April	03/01/99 - 03/31/99	04/20/99	04/20/99
May	04/01/99 - 04/30/99	2 205/20/99	05/20/99
June	05/01/99 - 05/31/99	06/20/99	06/20/99
July	06/01/99 - 06/30/99	07/20/99	07/20/99
August	07/01/99 - 07/31/99	08/20/99	08/20/99
September	08/01/99 - 08/31/99	09/20/99	09/20/99
October	09/01/99 - 09/30/99	10/20/99	10/20/99
November	10/01/99 - 10/31/99	11/20/99	11/20/99
December	11/01/99 - 11/30/99	12/20/99	12/20/99
Year-End	12/01/99 - 12/31/99	01/31/00	01/31/00

<sup>\*</sup>These dates indicate the beginning and the end of the reporting period. A reporting period always begins the day after the closing date of the last report filed. If the committee is new and has not previously filed a report, the first report must cover all activity that occurred before the committee registered.

<sup>\*\*</sup> Reports sent by registered or certified mail must be postmarked by the mailing date; otherwise, they must be received by the filing date.

## REPORT NOTICE

Page #3 of 4

#### FEDERAL ELECTION COMMISSION

#### PARTIES AND PACS

June 25, 1999

#### WHO MUST FILE

All Party Committees and PACs (Nonconnected Committees and Separate Segregated Funds) must file either a mid-year or monthly report in July.

#### I. Quarterly Filers

		REG./CERT.	REG./CERT.		
		MAILING	FILING		
REPORT	REPORTING PERIOD*	DATE**	DATE		
Mid-Year	01/01/99 - 06/30/99	07/31/99	07/31/99		

#### II. Monthly Filers

		REG./CERT.		
		MAILIING	FILING	
REPORT	REPORTING PERIOD*	DATE**	DATE	
July Monthly	06/01/99 - 06/30/99	07/20/99	07/20/99	

#### 24 HOUR REPORT ON INDEPENDENT EXPENDITURES

Any Party Committee or PAC that makes independent expenditures in connection with a special election may have to file a 24 hour report. This reporting requirement will be triggered if the committee makes independent expenditures aggregating \$1,000 or more after the 20th day, but more than 24 hours, before the day of the election. This report is not required when a Party Committee or PAC makes a contribution directly to a candidate.

#### LABEL

Committees should affix the peel-off label from the envelope to line 1 of the report. Corrections should be made on the label.

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<sup>\*</sup>These dates indicate the beginning and the end of the reporting period. A reporting period always begins the day after the closing date of the last report filed. If the committee is new and has not previously filed a report, the first report must cover all activity that occurred before the committee registered.

<sup>\*\*</sup> Reports sent by registered or certified mail must be postmarked by the mailing date; otherwise, they must be received by the filing date.

### CHANGE IN FILING HOUENCY

Attachment #2

Committees wishing to change their reporting schedule (for example, from monthly to Page # 4 of 4 semiannual) must notify the Commission in writing when they file their next report due under their current reporting schedule. Committees may change their filing frequencies no more than once per calendar year.

#### **ELECTRONIC FILING**

Political committees have the option of filing electronically. If you are interested in this option, review the enclosed handout entitled "Electronic Filing of Disclosure Reports," and call the Data Division at (800) 424-9530 or (202) 694-1250.

#### **COMPLIANCE**

Treasurers of political committees are responsible for filing all reports on time. Failure to do so is subject to enforcement action. Committees filing illegible reports or using non-FEC forms (except for FEC approved computer generated forms) will be required to refile.



WESTERN UNION COMMERCIAL SERVICES
CONFIRMATION OF MAILGRAM TO: JAMES JOSEPH ZOGBY

ARAB AMERICAN LEADERSHIP PAC

918 16TH ST NW STE 501

WASHIF:GTON OC 20006-2902

FEDERAL ELECTION COMMISSION SHAWN WERTH 999 E ST. NW. WASHINGTON DC 204630001.

AUGUST 25, 1999

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IDENTIFICATION NUMBER: C00194225

REFERENCE: MID-YEAR REPORT (C1/01/1999 ~ 06/30/1999)

DEAR TREASURER:

IT HAS COME TO THE ATTENTION OF THE FEDERAL ELECTION COMMISSION THAT YOU MAY HAVE FAILED TO FILE THE ABOVE REFERENCED REPORT OF RECEIPTS AND EXPENDITURES AS REQUIRED BY THE FEDERAL ELECTION CAMPAIGN ACT, AS AMENDED. YOU WERE PREVIOUSLY NOTIFIED OF THE DUE DATE FOR THIS REPORT.

IT IS IMPORTANT THAT YOU FILE THIS REPORT IMMEDIATELY WITH THE FEDERAL ELECTION COMMISSION, 999 E STREET, N.W., WASHINGTON, D.C., 20463. A COPY OF THE REPORT OR RELEVANT PORTIONS SHOULD ALSO BE FILED WITH THE SECRETARY OF STATE OR EQUIVALENT STATE OFFICER.

ALTHOUGH THE COMMISSION MAY CHITLATE AN AUDIT OR LEGAL ENFORCEMENT ACTION CONCERNING THIS MATTER, YOUR PROMPT RESPONSE AND A LETTER OF EXPLANATION WILL BE TAKEN INTO CONSIDERATION.

IF YOU HAVE ANY QUESTIONS REGARDING THIS MATTER, PLEASE CONTACT DEBORAH A. CHACONA ON OUR TOLL FREE NUMBER (8001424-9530.) DUR LOCAL NUMBER IS (2021694-1130.)

SINCERELY,

JOHN D. GIBSON ASSISTANT STAFF DIRECTOR REPORTS ANALYSIS DIVISION

### **TELECON**

DATE:

September 22, 1999

ANALYST:

Debbie Chacona

COMMITTEE:

Arab American Leadership Political Action Committee

The RAD analyst called Ethel Ellis, the bookkeeper for the Committee, and told her that the Commission had not received the 1998 July Quarterly, 1998 Year End and 1999 Mid-Year Reports and that the matter may be referred to the Office of General Counsel. Ms. Ellis stated that she was working on amending all of the reports and was waiting to send in the missing reports since all of the figures will change as a result of the amendments. The analyst advised Ms. Ellis to send in the missing reports as soon as possible and to amend at a later date if necessary. Ms. Ellis said she would send the missing reports tomorrow.

#### **TELECON**

DATE:

November 3, 1999

ANALYST:

Debbie Chacona

COMMITTEE:

Arab American Leadership Political Action Committee

The RAD analyst called Ethel Ellis, the bookkeeper for the Committee, and told her that the Commission had still not received the 1998 July Quarterly, 1998 Year End and 1999 Mid-Year Reports, and stated that this matter may be referred to the Office of General Counsel. Ethel stated that she was busy with other work responsibilities, but would come to the Commission on Monday, November 8, 1999 with the missing reports and amendments.

#### **TELECON**

DATE:

November 10, 1999

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ANALYST:

Debbie Chacona

COMMITTEE:

Arab American Leadership Political Action Committee

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The RAD analyst called Ethel Ellis, the bookkeeper for the Committee, and told her that the Commission had still not received the 1998 July Quarterly, 1998 Year End and 1999 Mid-Year Reports, and stated that this matter may be referred to the Office of General Counsel. Ethel stated that she would definitely come to the Commission on Monday, November 15, 1999 to meet with the analyst. She said that she had questions that needed to be answered before she could complete the missing reports. Ethel and the analyst agreed to meet on Monday, November 15, 1999 at 10:30 am.

#### **MEETING**

DATE:

November 15, 1999

ANALYST:

Debbie Chacona

COMMITTEE:

Arab American Leadership Political Action Committee

MEETING WITH:

Ethel Ellis

The RAD analyst met with Ms. Ellis, the bookkeeper for the Committee. She stated that she was working on the past due 1998 July Quarterly Report and discovered that the previous bookkeeper disclosed the activity for that period in the 1998 October Quarterly reporting period. She said that she was in the process of putting together the 1998 July Quarterly Report and would have it completed by Thursday. In addition, Ms. Ellis stated that the Committee filed the 1998 Year End Report and showed a copy of this report to the RAD analyst. The RAD analyst informed her that the Commission never received this original filing, but did receive two amended 1998 Year End filings. The RAD analyst put the 1998 Year End filing on the public record. Ms. Ellis stated that she would be filing amended reports along with the 1998 July Quarterly and 1999 Mid-Year Reports on Thursday of this week.

99034912696 Attachment #8 (Page 1 of 3) - REPORT OF RECEIPTS AND DISBURSEMENTS RECEIVED
FEDERAL ELECTION
COMMISSION
REPORTS ANALYSIS For Other Than An Authorized Committee (Summary Page) 1. NAME OF COMMITTEE (IN AUI) use fec mailng label Or Type or print DIVISION 3 28 PH '99 ARAB AMERICAN LEADERSHIP PAC Nov 18 ADDRESS (number and street) Check if different than previously reported 1600 K STREET. N.W. 601 2 FEC IDENTIFICATION NUMBER CITY, STATE and ZIP CODE C00194225 3. This committee has qualified as a multicandidate WASHINGTON, D.C. 20006 committee. (see FEC FORM 1M) 4. TYPE OF REPORT (a) April 15 Quarterly Report Monthly Report Due On: June 20 February 20 Cctober 20 July 15 Quarterly Report ☐ March 20 July 20 November 20 - April 20 August 20 December 20 October 15 Quarienty Report May 20 September 20 [] January 31 January 31 Year End Report 12-Day Pre-Election Report for the (Type of Election) July 31 Mid Year Report (Non-election Year Only) election on In the State " 30-Day Post-Election Report following the General Election Termination Report in the State of \_ TYES Is this Report an Amendment? **(b)** COLUMN A COLUMN B SUMMARY 6-30-99 This Pariod Calendar Year-to-Date Covering Period Cash on Hand January 1, 19\_ \$ 24833 Cash on Hand at Beginning of Reporting Period ... Ŝ 65.00 165.00 **(c)** Total Receipts (from Une 19) ..... Dubtotal (add Lines 5(b) and 5(c) for Column A and 413.33 413.33 Lines 6(a) and 6(c) for Column B) ...... £ 6356.17 Total Disbursements (from Line 30) ... 057.16 Cash on Hand at Close of Reporting Period (subtract Line 7 from Line 6(d)) Debts and Obligations Owed TO the Committee For further information contact: (tiamize all on Schedule C and/or Schedule D) . Faceral Election Commission Debts and Obligations Owed BY the Committee 999 E Street NW (Itemize all on Schedule C and/or Schedule D) ....... Westington, DC 20483 Toll Fred 800-424-9530 I certify that I have examined this Report and to the best of my knowledge and belief it is true, correct Local 202-219-3420 and complete. Type or Print Name of Treasurer Signature of Treasures 11-18-99 NOTE. Submission of false, erroneous, of incompleta information may subject the person signing this Report to the penalties of 2 U.S.C. \$437g. FEC FORM 3X (revised 9/93)

### DETAILED SUMMARY PAGE OF RECEIPTS AND DISBURSEMENTS

TTACHMENT 8 (Page 2 of 3)

OF CO	MITTEE	REPORT COVERING PERIOD	<b>.</b>
	. Receipts	FROM TO COLUMN A Total This Pariod	COLUMN B Calendar Year
11.	Contributions (other than loans) From:	ł	I
	a. Individual/Persons Other Than Political Committees		
	i. Itemized (use Schedule A)	165.00	165.00
	ii. Unternized	165.00	705.00
	iii. Total,		
	b. Political Party Committees		
	c. Other Political Committees (such as PACs)		11.5.00
	d. Total Contributions	165.00	165.00
12.	Transfers From Affiliated/Other Party Committees	·	
13,	All Loans Received		
14,	Loan Repayments Received		
15.	Offisets To Operating Expenditures (Refunds, Rebates, etc.)		
16.	Refunds of Contributions Made to Federal Candidates and Other Political Committees		
17.	Other Federal Receipts (Dividends, Interest, etc.)		
18.	Transfers from Nonfederal Account for Joint Activity		
19.	Total Receipts	165.00	165.00
20.	Total Federal Receipts		
	li. Disbursements		
21	Operating Expenditures:		
	a. Shared Federal/Non-Federal Activity (from Schedule H4)	1	
	Federal Share		
	i. Non-Federal Share		
	Other Federal Operating Expenditures		
	- in a second of models and himself		
	c. Total Operating Expenditures		
.22 م	Contributions to Federal Candidates/Committees and Other Political Committees	2500.00	2500.00
23.	Independent Expenditures (use Schadule E)		
	Coordinated Expenditures Made by Party Committees (2 U.S.C. 441a(d)) (use Schedule F)		
25.	Coordinated Experiences associaty Party Committees (2 0.0.0. and 2011 (and consider 1 1		
26.	Loan Repayments Made		
27.	Loans Made		
28.	Refunds of Contributions To:	1	
	a. Individuals/Persons Other Than Political Committees		
	b. Political Party Committees		
	c. Other Political Committees (such as PACs)		
	d. Total Contribution Refunds	3 000.00	3000.00
29.	Other Disbursements	3500,00	5 3 00,00
30.	Total Disbursements	3500.00	5600.00
31	Total Federal Disbursements(subtract line 21 a ti from line 30) >>		
	ili. Het Contributions/Operating Expenditures		
32.	Total Contributions (other than loans)(from line 11d)		
33.	Total Contribution Relunds (from line 28d)		
34.	Net Contributions (other than loans)(subtract line 33 from 32)		
35.	Total Foderal Operating Expenditures		
36.	Offsets to Operating Expenditures (from line 15)		
	Net Operating Expenditures	1	

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HEDULE B ITEMIZED DISBURSEMENTS Detailed Summary Page FOR LINE NUMBER my information copied from such Reports and Statements may not be sold or used by any person for the purpose of soliciting contributions or for commercial urposes, other than using the name and address of any political committee to solicit contributions from such committee. NAME OF COMMITTEE (In Full) ARAb American Leadership PAC A. Full Name, Mailing Address and ZIP Code Purposa of Diabursament Date (month. Amount of Each Arab American Leadership day, year) Disburgament This Pariod Contribit NON Fed. 2-3-99 Council Distrumement for: Primary General 1:000 -Other (apecity) 8. Pull Name, Malling Address and ZP Code Purpose of Disburgament Date (month, Amount of Each ARAb American Lendership Contrib to Now Fed. day, year) Disbursement This Period Countrb 3-11-49 2,000. Disbursement for: Primary General Other (specify) C. Full Hame, Mailing Address and ZIP Code Purpose of Disburgement Date (month, Amount of Each day, year) CAMP. CONTREB: Dispursement This Period Richard Ieyoub Senate 3-11-99 2500.00 Disbursement for: | Primary | General Comment Hea Other (epecify) D-Full Name, Maling Address and ZIP Code Purpose of Disbursement Data (month. Amount of Each day, yezri Disbursement This Period Primary Distrumentant for: General Other (epocity) Purpose of Disbursement Date (month, Amount of Each E. Full Name, Mailing Address and ZIP Code day, your) Disbursement This Pariod Disbursement for: | Primary | General Other (specify) Purpose of Disburgement Date (month, Amount of Each F. Full Name, Mailing Address and ZIP Cods Disbursement This Period day, year) Disburgement for: Primary Ganeral Other (specify) G. Full Name, Mailing Address and ZIP Code Purpose of Districtmentoni Date (month. Amount of Each day, year) Obburbament This Period Disbursament for: Primary General Other (specify) Purpose of Disbursement H. Full Hame, Mailing Address and ZIP Godo Dale (month, Amount of Each day, year) Disbursement This Pariod Disbursement for: Primary General Other (specify) L Full Name, Mailing Address and ZIP Code Purpose of Disburgament Date Impolin. Amount of Each Distrursement This Period day, year) Disbursement for Primary Other-(apacity) 5,800 .-SUBTOTAL of DisbursementaThis Page (optional) .....

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TOTAL This Period (last page this line number only)